

**Chapter 19.710*****Design Review*****19.710.010 Purpose**

The City Council finds, determines and declares that the application of the design review procedures are necessary to preserve and promote the health, safety and general welfare of the community by achieving the following purposes:

- A. To protect and preserve the value of properties and to encourage high quality development thereof in areas where adverse effects will result from excessive uniformity, dissimilarity, poor exterior quality and appearance of buildings and structures, and from inadequate and poorly planned landscaping, and from failure to preserve where feasible natural landscape features, open spaces and the like, and will result in the impairment of the benefits of occupancy and use of existing properties in such areas;
- B. To recognize the interdependence of land values and aesthetics and to provide a method to implement this interdependence in order to maintain the values of surrounding properties and improvements, and to encourage excellence of development of property, compatible with the general plan for, and character of, the City, with due regard to the public and private interests involved;
- C. To ensure that the public benefits derived from expenditures of public funds for improvement and beautification of streets and public facilities shall be protected by the exercise of reasonable controls over the character and design of private buildings, structures and open spaces;
- D. To ensure the maintenance of high design standards in the vicinity of public buildings and grounds for the preservation of the architecture and general appearance in the areas of the City containing the buildings and grounds and to preserve the property values in the areas;
- E. To promote the maintenance of high design standards adjoining thoroughfares of Citywide importance to ensure that the community benefits from the natural growth and vegetation as much as possible, and from the natural terrain, and to preserve and stabilize the architecture and general appearance of buildings and grounds adjoining the thoroughfares; and to preserve and protect the property values in the areas; and
- F. To ensure the design of landscaping and irrigation that shades paved areas, buffers or screens undesirable views, compliments building architecture and that implements the purposes of Chapter 19.570 (Water Efficient Landscaping and Irrigation).

**19.710.020 Applicability**

The design review procedures set forth in this Chapter shall apply to the following:

- A. All new buildings, structures and signs, and exterior alterations or enlargements of existing buildings, structures and signs in the RC, Multiple Family Residential, Commercial and Office, Mixed-Use, Industrial, Downtown Specific Plan and Orangecrest Specific Plan Zones.
- B. Land divisions involving two or more parcels, including model homes, and any project reviewed and approved via the conditional use or planned residential development permit processes.
- C. The requirements of Design Review shall not apply to any restoration, rehabilitation, alteration, development, construction, demolition, removal or appearance change of any landmark, landmark structure, landmark site or any structure or site within a preservation district said structures are subject to [Title 20](#).
- D. Infill development consisting of a single-family residence shall not be subject to the Design Review requirements. However, to ensure compatibility with the existing neighborhood, any plans submitted to the Planning Division for plan check review will be reviewed for consistency with the Citywide Design Guidelines and the Design Review standards and guidelines applicable to single family residences.
- E. Establishment of any manufactured dwelling on the lot. The Design Review process shall apply only to the approval of foundation, roof material, roof pitch, roof overhang, siding material and any structures attached to the dwelling.
- F. All public projects, including public buildings, medians and reverse frontage areas, but excluding public parks.

#### **19.710.030 Approval Required**

- A. Where applicable, no new building, structure or sign or exterior alteration or enlargement of an existing building, structure, sign or new landscaping and irrigation shall be commenced or installed until Design Review approval has been granted pursuant to this Chapter.
- B. The restoration, rehabilitation, alteration, development, construction, demolition, removal or appearance change of any landmark, landmark structure, landmark site or any structure or site within a preservation district requires the granting of a permit by the Cultural Heritage Board or the City Council on appeal (see [Title 20](#)).

#### **19.710.035 Review Responsibilities of Planning Commission or Zoning Administrator**

- A. The Zoning Administrator may approve in full or in part, conditionally approve in full or in part, modify or deny:
  - 1. The plot plan and building elevations for all projects in zones requiring Design Review approval, that are not subject to separate approval by the Planning Commission.

2. Sign plans in accordance with Citywide Design Guidelines.
  3. The landscape and irrigation plans for all projects, that are subject to Design Review approval. An application will not be considered complete unless required Park and Recreation Department fees are included with the submittal.
  4. The plot plan, building elevations, landscape plans and irrigation plans for accessory buildings in zones requiring Design Review and for cargo container accessory buildings in any zone where they are permitted.
- B. The Planning Commission shall approve in full or in part, conditionally approve in full or in part, modify or deny:
1. Plot plan and building elevations for projects related to a planning case subject to their separate approval including conditional use permits, planned residential development permits, and site plan review permits. This does not apply to cases involving only a legislative action, including rezoning or General Plan amendment.
- C. The Zoning Administrator may refer any Design Review approval to the Planning Commission.

#### **19.710.040 Design Review Standards**

- A. In addition to the general purposes set forth in Section 19.710.010 (Purpose), the Design Review procedures established by this Chapter shall be applied according to and in compliance with the following standards, when applicable:
1. Sites shall be graded and developed with due regard for the aesthetic qualities of the natural terrain and landscape, and trees and shrubs shall not be indiscriminately destroyed.
  2. Buildings, structures and signs shall be properly related to their sites and consistent with the character of the neighborhood and surrounding sites, and shall not be detrimental to the orderly and harmonious development of their surroundings and of the City.
  3. Open spaces, parking areas, pedestrian walks, signs, illumination and landscaping (including water efficient irrigation facilities) shall be adequately related to the site and arranged to achieve a safe, efficient and harmonious development.
  4. Sites shall be developed to achieve a harmonious relationship with existing and proposed adjoining developments, avoiding both excessive variety and monotonous repetition, but allowing, when feasible, similarity of style or originality of design.
  5. When feasible, electrical and similar mechanical equipment, and trash and storage areas shall be effectively screened from public view. The use of harmonious or related colors and materials shall be encouraged.

6. The design review process shall endeavor to eliminate the ugly, the garish, the inharmonious, the monotonous, and the hazardous, and shall endeavor to ensure that proposed improvements will not impair the desirability of investment or occupancy nearby; but originality in site planning, architecture, landscaping and graphic design shall not be suppressed.
7. Review shall include exterior design, materials, textures, colors, means of illumination, signing, landscaping and irrigation.

#### **19.710.050 Citywide Design Review Guidelines**

All applicable development shall comply with the City Council adopted Citywide Design Guidelines.

#### **19.710.060 Drawings to Be Approved — Alterations to Be Approved**

- A. No building permit for a new building, structure, or sign, and no building permit for an exterior alteration or enlargement of an existing building, structure, or sign, that is subject to design review as provided in this Chapter shall be issued until the drawings required by Section 19.710.065 (Drawings to Be Submitted) have been approved pursuant to this Chapter, and no certificate of occupancy shall be issued unless the construction and property comply with said approved drawings. Said buildings, structures, or signs shall be maintained thereafter in substantial conformance with said approved drawings.
- B. If alterations to approved drawings are desired by the applicant, said drawings shall be resubmitted and processed according to the procedures established in this Chapter for approval of the original drawings.

#### **19.710.065 Drawings to Be Submitted**

The following drawings shall be submitted as part of the Design Review application:

- A. A plot plan, drawn to scale, showing a unified and organized arrangement of buildings, driveways, pedestrian ways, off-street parking and off-street loading areas, landscaped areas, fences and walks and including the locations, species and trunk calipers of all trees proposed to be retained and proposed to be removed. The plot plan shall show the location of entrances and exits, and the direction of traffic flow into and out of off-street parking and loading areas, the location of each parking space and loading berth, and the areas for turning and maneuvering vehicles. The plot plan shall indicate how utility services and drainage are to be provided;
- B. A landscape and irrigation plan, drawn to scale, showing the required information as listed in the Water Efficient Landscape and Irrigation Ordinance Summary and Design Manual, with adequate provisions for water efficient irrigation in accordance with Chapter 19.570 (Water Efficient Landscaping and Irrigation);

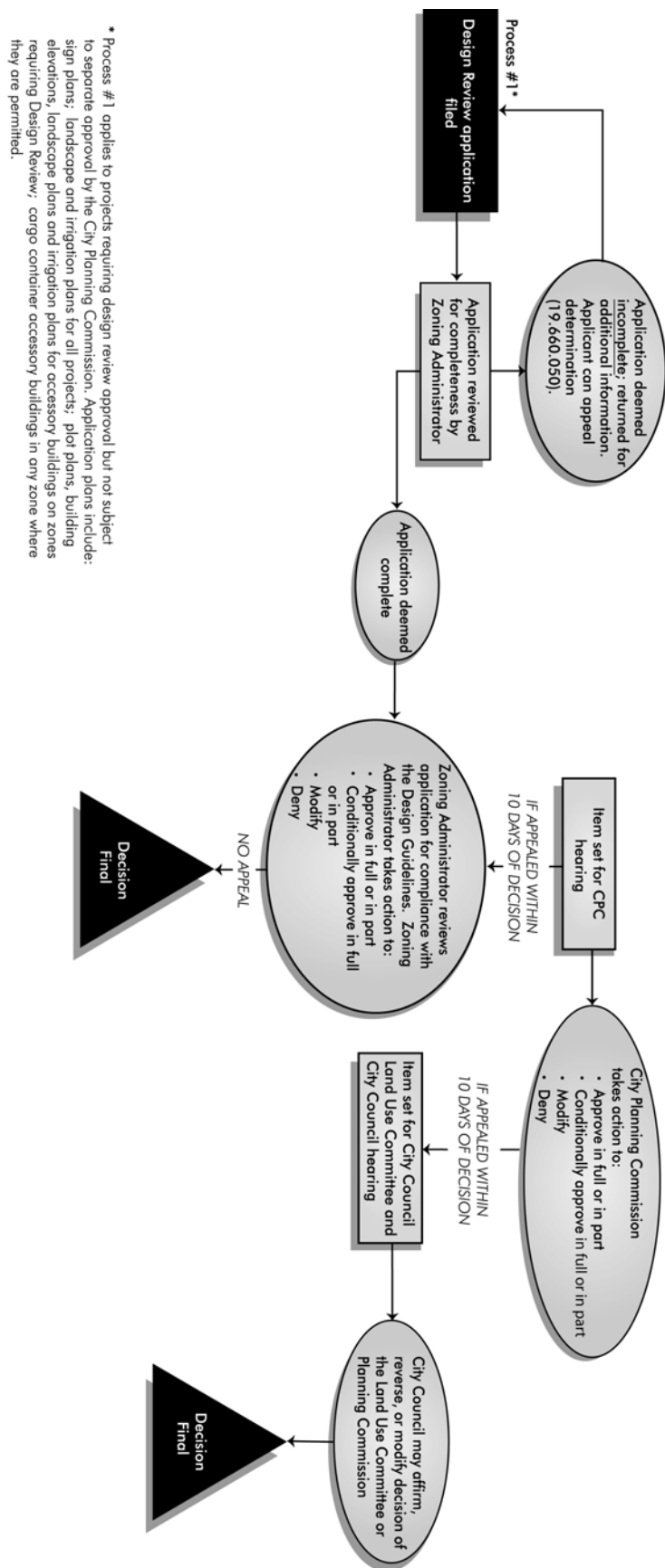
- C. Grading plans when necessary to ensure development properly related to the site and to surrounding properties and structures;
- D. Architectural drawings, renderings or sketches, drawn to scale, showing all elevations of the proposed buildings and structures, as they will appear upon completion. All exterior surfacing materials and colors shall be specified;
- E. Scale drawings of all signs as required in the Zoning Code; and
- F. Any other drawings or additional information necessary to adequately consider the drawings set forth herein above and to determine compliance with the purposes of this Chapter.

#### **19.710.070 Appeals**

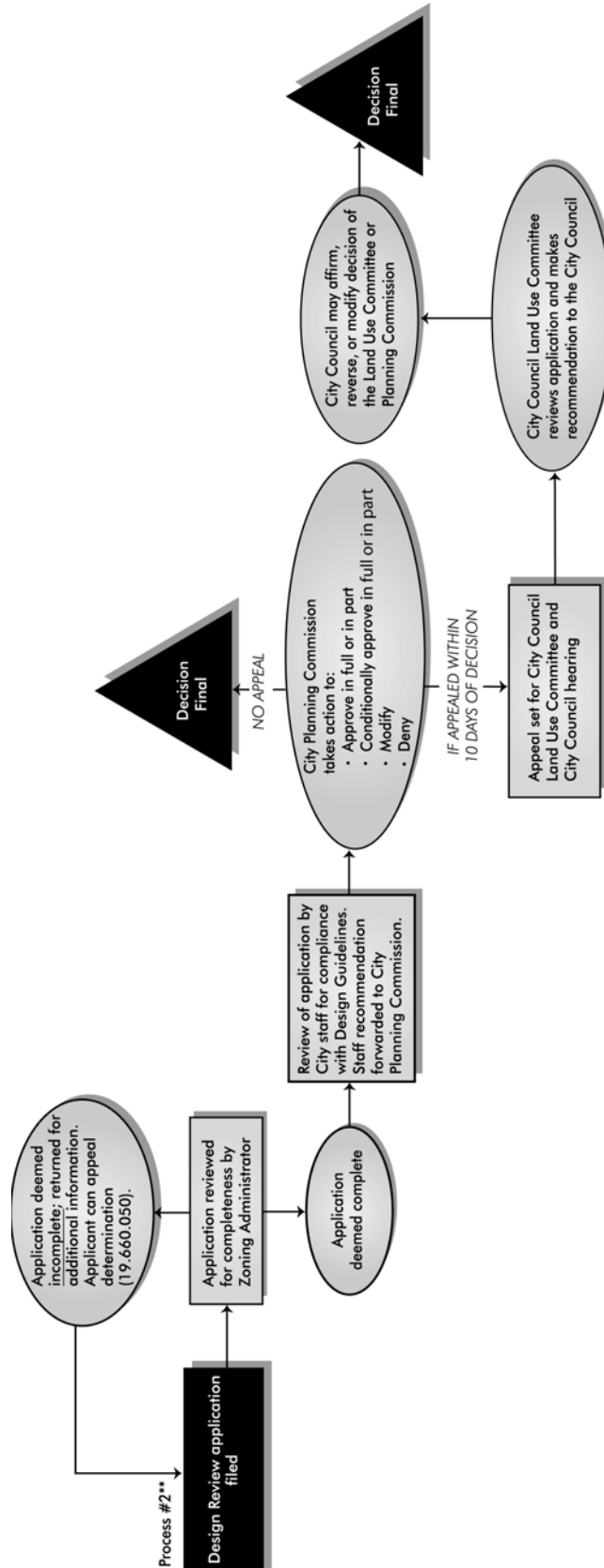
##### **A. Appeals**

1. Appeal of the Zoning Administrator's Decision: – Any person aggrieved or affected by a decision of the Zoning Administrator in granting or denying a Design Review application may appeal to the Planning Commission at any time within ten (10) calendar days after the date upon which the Zoning Administrator makes a decision. An appeal to the Planning Commission shall be taken by filing a letter of appeal, in duplicate, and the appropriate fee with the Planning Division. Such letter shall set forth the grounds upon which the appeal is based. Upon such appeal the matter shall be placed on the next available agenda meeting of the Planning Commission. The Planning Commission decision is final unless appealed to the City Council.
2. Appeal of the Planning Commission Decision: – Any person aggrieved or affected by a decision of the Planning Commission in granting or denying a Design Review application may appeal to the City Council at any time within ten (10) calendar days after the date upon which the Planning Commission makes a decision. An appeal to the Planning Commission shall be taken by filing a letter of appeal, in duplicate, with the Planning Division. Such letter shall set forth the grounds upon which the appeal is based. Upon such appeal the matter shall be placed on the next available agenda meeting of the Land Use Committee of the City Council. The Land Use Committee may continue the matter for more information and upon review of that information shall consider the appeal and make a recommendation to the City Council for consideration at the next regularly scheduled City Council meeting. Any items that, because of scheduling irregularities of the Land Use Committee, cannot be heard by the Land Use Committee within twenty (20) business days of the appeal deadline, shall be referred directly to the City Council unless the applicant requests or consents to a continuance to allow Land Use Committee review. The City Council may affirm, reverse or modify the decision of the Land Use Committee or Planning Commission.

## 19.710.080 Design Review Process # 1 in Flow Chart Form



## 19.710.090 Design Review Process # 2 in Flow Chart Form



\*\* Process #2 applies to projects requiring separate approval. This includes conditional use permits, planned residential development permits, site plan review permits, and other project or permits as required by conditions of approval.